



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Parks and Recreation Commission

March 15, 2017

1. **Call to Order/Roll Call:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:31 p.m. Commissioners Present: Chair Palmer, Vice Chair Davis, Gonzales, Greenberg, Melendrez and, Salazar. Absent: Nigel and Zamattia. Youth Representative, Charlene Smith. Staff: Burns, Brewer and, Venezia.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Melendrez led the Pledge of Allegiance.
3. **APPROVAL OF THE AGENDA: MSC Salazar/Gonzales** for approval of the agenda. Approved unanimously.
4. **APPROVAL OF MINUTES: MSC Melendrez/Salazar** for approval of the minutes. Approved unanimously.
5. **PUBLIC COMMENT:** None.
6. **CONSENT CALENDAR:** None.
7. **CONDUCT OF BUSINESS:**
 - a. Report from Master Fee Subcommittee and Recommendation to City Council on Modification to Master Fee Schedule Chapter 9: Parks and Recreation – Superintendent Brewer said that changes needed to be made to the Master Fee Schedule to adjust for new programs and events staff would like to bring forward, increases that need to be made to remain competitive, and minor clean-up of existing fees. **Commissioner Gonzales** commented that she thinks it's a good idea to raise the fee for the Father/Daughter Dance because it sells out every year. **Commissioner Davis** asked staff if any of the fees that are in the Master Fee Schedule are not being utilized and Superintendent Brewer replied that they review the fees every year and that is also something they take into consideration. **MSC Salazar/Davis** to move forward the updated Master Fee Schedule for City Council approval. Approved unanimously.
 - b. Report from Community Recognition Award Subcommittee and Selection of 2017 Recipient – Superintendent Brewer handed out the nominations that were received for the Community Recognition Award. One of the nominations was a carryover from the previous year and one was new for 2017. The subcommittee met to discuss the nominees and came back with a recommendation for the Commission to review. The Commission deliberated between the two candidates

and agreed to award the Community Recognition Award to _____ during their April Parks and Recreation Commission meeting.

8. **EXCLUDED CONSENT:** None.

9. **ITEMS FROM STAFF:** Director Burns told the Commission that staff is currently working on an "On-Leash Dog Pilot Program" for the Council's consideration that would permit dogs to be in City Park and Grundy Park on-leash. **Commissioner Davis** asked staff to set detailed benchmarks so that the pilot program could be measured. **Commissioner Gonzales** asked the time period for the pilot program and Director Burns replied that it would take about a month before implementation so possibly a mid-April start date so that staff could also have time to do appropriate public outreach. **Vice Mayor Ibarra** thanked the Commission for their input and recommendation on this topic.
- a. Report on Planning of the 2017 Community Day in the Park – Superintendent Brewer reported that the Community Day in the Park would be held on Sunday, June 4, 2017 following the Posy Parade. They would have more food vendors and would address the congestion of lines for both the food and rides by spreading them further out from one another. Staff will be hosting meetings for the food vendors and community groups in April and May.

10. **PUBLIC COMMENT:** None.

11. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:**

- a. Subcommittee Updates –
1. Adopt-a-Park Program – **Commissioner Gonzalez** reported that the Adopt-a-Park subcommittee met with San Bruno Colt Baseball to discuss possible future projects.
- b. Report from Commissioners – **Commissioner Greenberg** said the Junior Giants flyer will be out to the schools on April 10th. She also said that the Bay Area Special Olympics Club together with the Lions Club are hosting a basketball tournament on Friday, April 21, 2017 at the San Bruno Veterans Recreation Center. **Commissioner Gonzales** thanked Vice Mayor Ibarra for attending their meeting and recommended the Council, when reviewing the 2017/18 budget, approve the hiring of two new full time parks workers to address the needs of the two new parks.

12. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 7:42 p.m.

Respectfully Submitted,

Ludmer Aker
Executive Assistant
City of San Bruno